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WAR FOOD ADMINISTRATION
FOOD DISTRIBUTION ADMINISTRATION
WASHINGTON 25, D.C.

December 18, 1943

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CIVILIAN FOOD REQUIREMENTS BRANCH MEMORANDUM NO. E-1

Industrial Feeding Program

Pursuant to Director's Memorandum No. 2, Supplement 24, the Nutrition in Industry Division of the Nutrition and Food Conservation Branch has been transferred to the Civilian Food Requirements Branch. Dr. Robert Goodhart will continue in charge of the program as Chief of the newly created Industrial Feeding Division of this Branch. The staff of the Division will be further strengthened in order to advance the program as rapidly as possible.

Objectives

The objective of the Industrial Feeding Program is to provide the food needed by industrial workers to assure the highest efficiency in production. The goal of the program is to provide by January 1945 adequate in-plant food services for all workers engaged in war plants in which food services are needed. (For further detailed information see Director's Memorandum No. 59).

Of the 20 million workers to be engaged in war production during 1944, it is estimated that 8 million will be employed in industrial establishments in which food services are either not needed or are impractical. Some 6.5 million workers will be served by in-plant facilities by the end of 1943. The remaining 5.5 million can be provided with in-plant food services during 1944 if the rate of installations is increased 25 per cent over that occurring during the latter half of 1943.

Inter-Agency Relationships

The FDA through the Civilian Food Requirements Branch will continue to take the initiative in program development and will be responsible for coordinating the activities of all agencies concerned with the program. At the Washington level, this coordination will be accomplished through the Inter-Agency Committee on Food for Workers, which consists of representatives of FDA, WPB, WAC, OPA, the Maritime Commission, the War and Navy Departments, the U.S. Public Health Service and the FWA. Representatives of this Branch will work directly with other interested agencies not represented on this Committee. Regional, State and local coordination may be accomplished either through the medium of a committee or by direct contact with other agencies on specific problems at the discretion of the Regional Directors.

At its meeting on September 30, 1943, the Inter-Agency Committee on Food for Workers agreed upon the objective of the Industrial Feeding Program and the operating responsibilities of each agency. The attached copy of the inter-agency agreement will provide a guide for your staff in developing inter-agency working relationships. Copies of field operating instructions issued by cooperating agencies to their respective offices will be forwarded to you as they become available.

Program Information

FDA is responsible for disseminating information on the program, enlisting the cooperation of other federal agencies, State and local government agencies and nutrition committees, and labor, management, professional and trade groups.

During recent months many federal agencies, including WPB, WMC, OPA, Maritime Commission, Department of Labor, USPHS, Army, Navy, and OCWS, have advised their field representatives of the manner in which the Industrial Feeding Program operates, requesting them to refer management to FDA Regional offices and/or report unsatisfactory conditions direct to the Civilian Food Requirements Branch.

It is expected that such cooperation among federal agencies will be continued and expanded where necessary.

Program Standards

Food services should be organized and operated so as to provide nutritionally adequate meals while at the same time efficiently utilizing manpower, facilities, and food. The publications "Manual of Industrial Nutrition", "Planning Meals for Industrial Workers", and others in that series constitute recommended standards for food service and operating methods. Recommended equipment standards will be developed in the near future by the Civilian Food Requirements Branch in cooperation with WPB and FWA. "Standards for Restaurants" issued by WMC on July 24, 1943, constitutes standards for efficient utilization of manpower.

Representatives of the WPB Office of Labor Production, OPA Labor Office and the WMC Manpower Utilization Staff will assist in gaining labor acceptance of food service standards.

Food shortage problems, our responsibilities with regard to equipment and facilities, procedures for handling requests for assistance, and methods of conducting nutrition education in industrial plants and in communities through sub-committees on industrial nutrition will be discussed in later Branch Memoranda. Nutrition and Food Conservation Branch Memoranda on Nutrition in Industry will remain in effect until superseded.

We would appreciate receiving comments, criticisms, or recommendations from all regions to assist us in developing the program effectively.

Attachment

B-170

Norman Leon Gold

Norman Leon Gold, Chief
Civilian Food Requirements Branch

INTER-AGENCY COMMITTEE ON
FOOD FOR WORKERS

Industrial Feeding Program

Agreement Regarding Objective and Responsibilities

1. Program Objective:

It shall be the objective of the industrial feeding program to provide the food needed by industrial workers to assure the highest efficiency in production.

The industrial feeding program is based on recognition of the need for supplying sufficient amounts of food in the proper variety to meet physiological requirements of workers, and agreement that, in general, such requirements can be met through the medium of institutional feeding.

It is hereby agreed that an industrial feeding program as herein described (1) is necessary because of frequently inadequate community restaurant and food shopping services, frequently unsatisfactory home food preparation facilities, increasing employment of women in industry, and problems of food distribution; (2) provides the most practical method of food distribution and control to assure consumption of food by those who need it; and (3) will, in most instances, meet any need for increased ration allowances.

The objective of the industrial feeding program shall be accomplished through coordination of the activities of the War Food Administration, War Production Board, War Manpower Commission, Office of Price Administration, and the Maritime Commission. This shall be achieved through the establishment of an Inter-Agency Committee on Food for Workers representing these agencies.

The program includes:

A. Nutrition education conducted on a national scale as an integral part of the War Food Program, enlisting the cooperation of all Federal agencies concerned, State and local government agencies and nutrition committees, and labor, management, professional and trade groups, at all levels. Nutrition education should be conducted in all war plants. Nutrition education and in-plant food service operations should be integrated.

B. The establishment of food service standards to conserve food, equipment and manpower.

C. Provision of rationed foods for workers on the basis of OPA ration allowances to individuals and to institutional users, unless such allowances are insufficient to meet physiological requirements because of non-availability of non-rationed foods, increased need or any other circumstance making it impractical to meet requirements through an increased consumption of non-rationed foods. In such cases, supplementary allowances should be made on an institutional basis.

D. Maintenance of prices of prepared foods at reasonable levels.

E. Provision of materials, equipment and operating supplies needed for the feeding program. This involves the full use of second-hand and installed equipment.

F. Adjustment of manpower requirements for food services and for production of necessary materials, equipment and operating supplies, stabilization of employment in and training of employees for restaurants and in-plant food services where necessary.

G. Such other steps as appear necessary.

2. Responsibilities of Federal Agencies

A. The Inter-Agency Committee shall recommend and advise on overall policies affecting development of the program.

B. The War Food Administration shall have the responsibility for coordinating the activities of federal agencies relating to the industrial feeding program. It shall:-

- (1) Conduct a comprehensive program of nutrition education.
- (2) Determine food needs to meet physiological requirements.
- (3) Determine food service standards.
- (4) Consult with CPA on food rationing and price problems.
- (5) Make recommendations to WPB regarding requirements for materials, equipment and operating supplies. This shall be done with the assistance of the WPB, WMC, and the Maritime Commission.
- (6) Survey and make recommendations to war plants desiring assistance in the operation of industrial feeding programs.
- (7) Receive and review all applications, certifying them to WPB as to (a) need for the installations and (b) need for specific items for efficient operation.
- (8) Make recommendation to WMC regarding manpower requirements.

C. The War Production Board shall:-

- (1) Prepare a materials, equipment and operating supplies program, based on requirements submitted by WFA.
- (2) Act as claimant agency for the programmed requirements.
- (3) Take priorities action on applications for materials, equipment and operating supplies. No action shall be taken on any case until a recommendation from WFA has been received, unless no recommendation is received after the lapse of a reasonable time for investigation and report.
- (4) Cooperate with WFA in devising methods for bringing into use second-hand and installed equipment not used to capacity.
- (5) Cooperate with WFA in the development of equipment based on recommended food service standards.

D. The Office of Price Administration shall:-

- (1) Provide sufficient rationed food.
- (2) Be responsible for maintaining reasonable prices.
- (3) Determine the circumstances and methods under which supplemental food allowances shall be provided in accordance with the memorandum of understanding between the OPA and the Department of Agriculture, dated February 12, 1943.

E. The War Manpower Commission shall:-

- (1) Determine manpower requirements, receiving recommendations from WFA and WPB.
- (2) Be responsible for recruitment and training programs.
- (3) Take necessary steps to stabilize employment.

F. The Maritime Commission shall:-

- (1) Assist in the preparation of recommendations regarding equipment and manpower requirements of the program.

It is understood that working relationships established between the WFA and federal agencies not represented on the committee shall be continued in effect and shall be extended as deemed desirable by War Food Administration.

This agreement adopted by the Inter-Agency Committee on Food for Workers, October 4, 1943.

Approved by:

/s/ Marvin Jones

War Food Administration

/s/ Donald M. Nelson

War Production Board

/s/ Paul V. McNutt

War Manpower Commission

/s/ Chester Bowles

Office of Price Administration

/s/ E. S. Land

United States Maritime Commission

